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Approved For Release 2004/05/12 : CIA-RDP67-00059A000300140118-3

October 1, 1946

CENTRAL INTELLIGENCE GROUP

INTERDEPARTMENTAL COORDINATING AND PLANNING STAFF

Minutes of the Meeting Held in Room 2262
The New War Department Building
On Friday, 27 September at 1100

COLLECTION PROCEDURES

PRESENT

Mr. Donald Edgar, Chairman - CIG
Colonel L. L. Williams, USA - WDCS
Captain R. M. MacKinnon, USN - ONI
Mr. George Fearing - State
Mr. Philip Strong - State
Captain C. E. Olsen, USN - CIG

Colonel Sheffield Edwards, USA - CIG

Lt. Colonel G. D. Garrett, Jr., USA - A-2
Captain F. D. Allen, USA - ID, WDCS
Mr. Ludwell L. Montague - CIG

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1. Mr. Edgar explained that this meeting had been called as a result of the first collection coordination meeting held by ICAPS at which representatives felt that all coordination hinged upon an early agreement on the allocation of primary departmental responsibilities in the fields of intelligence. He then invited comment on the broad aspects of this problem.

2. Colonel Williams stated that whatever agreements were made at this time, the War Department wished to retain temporarily their present responsibility for exploitation of intelligence on the USSR, inasmuch as this was a project of high importance and already under way and to which all intelligence agencies were now contributing. This proposal was fully agreed to by the membership.

3. Colonel Williams then raised the issue which received the most discussion at the meeting: i.e., should the allocation of primary responsibilities be approached first from only the viewpoint of collection, or from the overall point of view of collection and production of factual and finished intelligence?

4. The majority of the representatives felt that while the main problem lay in the coordination of allocation of responsibility from the overall point of view, this problem was in itself so involved that it would be perhaps wiser to establish coordination of collection responsibilities in field posts while the larger problem was being studied. Mr. Fearing pointed out that inasmuch as coordination has been started from the collection angle it would be more expeditious to so continue it, and to prepare as soon as possible directions to Ambassadors and Ministers outlining their responsibilities in this regard.

5. The following specific points of interest were brought out from purely the collection angle:

a. It was agreed that nothing in the assignment of fields of primary responsibility for reporting from foreign posts would deny any departmental representative the authority to submit reports in fields other than his own if so requested by the home office.

b. The desirability of a common briefing of field representatives was acknowledged. Agencies should be allowed to send collection directives to their own representatives in the field, but where information requested lay in the field of another department, to notify the home office of the interested department.

c. The Ambassador or Minister at each Field Post would be given a directive to coordinate the collection and reporting on all fields and to attempt to fill the gaps in reporting which might be due to

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the temporary or permanent absence of the interested field representative. While the Ambassador would be given authority to direct a field representative to submit reports in fields other than his own, this authority was an emergency measure and if at all extensive, should be reported to State, who would coordinate with the appropriate home office and obtain their decision.

d. It appeared to the membership that the plan for "filling the gaps" in reporting in all fields would be of more benefit to the Armed Forces departments in that it would utilize as a source the many consular posts for military and naval reporting at which there are no military or naval representatives.

e. A question to be considered in preparing this plan and directive is the channel of consular reports on fields of primary interest to other agencies. Should they be direct to home offices of interested departments and copies to the local Embassy or Legation or through the local Embassy or Legation?

f. Another question to be solved concerns whether or not all collection directives should be sent through the Ambassador. If not, they must be referred to him by the local representative or by the home office if a local representative is not maintained at the field post.

g. The difficulties now incident to requiring representatives to report in fields other than their own or to freely interchange reports either in the field or at home are largely due to the very different methods of nomenclature and arrangement included in such basic intelligence directives as the BID, Monograph Index Guides and other Reporting Manuals. While realizing that the standardization of these directives must of necessity require considerable detailed effort and would be a long process, the value to be derived rendered the project worth undertaking under CIG auspices.

6. The discussion on the overall allocation of responsibilities for finished intelligence and other functions of home offices resolved itself into a desire by each departmental representative present to study the problem, prepare departmental proposals, and after concurrence within the department at the deputy level, submit to ICAPS for the preparation of a composite CIG Plan. The latter composite CIG Plan would be forwarded to the departments, become the subject of another meeting and then to the IAB for approval.

7. Mr. Edgar in closing, summed up agreements made as follows:

a. A representative of ICAPS will (in conjunction with representatives of other agencies by informal contact) draw up a working

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paper outlining a Plan for Coordination of Collection in the Field. This plan will be submitted to the three departments and representatives invited to a meeting to make necessary revisions and give final concurrence to the CIG Plan to be published as a CIG Directive.

b. The Office of Research and Evaluation, CIG, will commence a study of nomenclature and file numbers for Reporting Manuals, to which agency advice and assistance will be requested. This study will be based upon a preliminary allocation of subject lists and will be followed by the eventual standardization of Reporting Manuals. The initial preliminary list should contain all three file reference numbers and will be used in implementing plan shown in 7a above and as a check list against plan shown in g below.

c. Each agency agrees to prepare and send to CIG a plan for an Interdepartmental Agreement on the assignment of fields of primary responsibility for the handling, evaluation, analysis, production and dissemination of Intelligence in home offices (Washington). From these plans, CIG undertakes to prepare a composite plan which maybe deemed best to meet the various proposals and submit to departments for concurrence and comment at "deputy level". Upon receipt of such comment, Plan will be submitted by DCI to IAB for final approval.

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CENTRAL INTELLIGENCE GROUP
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(Revised 10 Sept 1946)

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REMARKS: